

## How to Contact Us

This pamphlet is intended to provide you with options to enclose a City watercourse.

Please contact the Engineering Division for additional information:

### 1. Local Area Services Program (LASP)

Susan Discusso  
604-276-4149

### 2. Watercourse Crossing

Jeff Craddock  
604-247-4632

#### Alternate:

Paul Sandhu  
604-276-4055

Please feel free to also visit our website at:  
[www.richmond.ca](http://www.richmond.ca)

**We would like to thank you for helping us achieve our vision to make the City of Richmond:**

***the most appealing, livable, and well-managed community in Canada.***



# Watercourse Crossing Information

**If you would like to have a City watercourse infilled, the City would like to provide you with this information.**



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## City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1  
[www.richmond.ca](http://www.richmond.ca)

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Engineering & Public Works

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This information brochure is provided for information purposes only and the provisions of the Watercourse Protection Bylaw No. 8441, as amended or replaced from time to time, and all other laws and other relevant City bylaws shall always take precedence.

## Options Available to Infill a City Watercourse

There are two ways to legally infill a City watercourse fronting your property.

### 1. Local Area Services Program (LASP)

This program is a neighbourhood improvement, which includes infilling a City watercourse, paid for by the owners of the properties benefiting, with some financial assistance from the City.

### 2. Watercourse Crossing

Watercourse Protection and Crossing Bylaw No. 8441 permits an owner to infill a City watercourse fronting their individual property by installing a culvert.



## How to Initiate a Watercourse Crossing

The owner of a property would:

1. Read Watercourse Protection and Crossing Bylaw No. 8441.
2. Submit an application to the City along with a non-refundable application fee.
3. Obtain written approval from Fisheries and Oceans Canada (DFO), if the proposed watercourse crossing is located within a Riparian Management Area (RMA).
4. Obtain letter from adjacent property owner granting permission to join culverts, if applicable.
5. Submit design drawings prepared, signed and sealed by a Professional Engineer in accordance with the City's approved edition of the City of Richmond Engineering Design Specifications. A City Design Option is available at fee, if the watercourse crossing is a culvert and the watercourse is located outside of a RMA, but is subject to the availability of City resources.
6. Pay a non-refundable inspection fee.
7. Provide a copy of liability insurance for duration of construction; name City as additional insured; contain a provision requiring that at least 30 days notice be given to the City prior to cancellation or expiry.
8. Provide a refundable security deposit.
9. Hire a contractor to perform the construction and pay 100% of cost associated with the installation of the watercourse crossing.

## General Information

A watercourse crossing is not a permanent component of any drainage system. If a LASP becomes effective in the area in which a property fronting a watercourse crossing is located, the City will remove the watercourse crossing as part of the LASP and the owner will be required to pay the owner's portion of the LASP fees.

Despite the watercourse crossing being on City land, the owner of the property fronting the watercourse crossing shall be deemed to be the watercourse crossing owner. The owner is responsible for the maintenance of the watercourse crossing as specified in Part Six of Watercourse Protection and Crossing Bylaw No. 8441.

Please be aware that you may not illegally infill watercourses, install wood cribbing in watercourses, or make any other unauthorized changes to City property.

